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Mesa County Elections

*Stephany 8:40am
Email*



Intergovernmental Agreement Between
Mesa County Clerk and Recorder by and through the Mesa
County Elections Department
And
City of Grand Junction

Regarding the Conduct and Administration of the
November 8, 2022 General Election

200 S. Spruce Street, Grand Junction, CO 81501
Voter.Info@mesacounty.us | (970) 244-1662

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter referred to as this "Agreement") is entered into between the City of Grand Junction , (hereinafter referred to as the "City" or "Jurisdiction") and the Mesa County Clerk and Recorder by and through the Mesa County Elections Department, (hereinafter referred to as the "Elections Department"), effective on August 2, 2022 executed (hereinafter the "Effective Date"). The Elections Department and City are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, pursuant to the Uniform Election Code of 1992 (Articles 1 to 13 of Title 1, C.R.S.) as amended, governmental entities are encouraged to cooperate and consolidate elections in order to reduce taxpayer expenses; and

WHEREAS, pursuant to § 1-7-116, C.R.S., if more than one jurisdiction holds an election on the same day in November and the eligible electors for each such election are the same or the boundaries overlap, the County Clerk and Recorder is the coordinated election official and, pursuant to § 1-5-401, C.R.S., shall conduct the elections on behalf of all jurisdictions whose elections are part of the coordinated election utilizing the mail ballot procedures set forth in Article 7.5 of Title 1, C.R.S.; and

WHEREAS, the Elections Department and Jurisdiction have determined that § 1-7-116, C.R.S., applies and it is in the best interest of the taxpayers and the electors to enter into this Agreement to conduct a General Election on November 8, 2022 and

WHEREAS, such agreements are authorized by State law; and

NOW, THEREFORE, for and in consideration of the promises herein contained, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

SECTION I.
PURPOSE AND GENERAL MATTERS

1.01 DEFINITIONS

A. "Address Library Report" means the address report from the Secretary of State voter registration system that defines street addresses and precincts within the jurisdiction.

B. "Coordinated Election Official" (hereinafter "CEO") shall mean the County Clerk and Recorder, by and through the Mesa County Elections Department, who shall act as the "coordinated election official," as defined within the Code and Rules and, as such, shall conduct the election for the Jurisdiction for all matters in the Code and the Rules which require action by the CEO.

C. "Colorado Election Code" or "Code" means any part of the Uniform Election Code of 1992, (Articles 1- 13 of Title 1, C.R.S.) or any other Title of C.R.S governing participating Jurisdiction's election matters, as well as the Colorado Constitution, and the State of Colorado Secretary of State (SOS) Rules.

D. "Coordinated Election" means an election where more than one jurisdiction with overlapping boundaries or the same electors holds an election on the same day and the eligible electors are all registered electors, and the Elections Department is the Coordinated Election Official for the jurisdictions.

E. "Contact Officer" means the individual who shall act as the primary liaison or contact between the Jurisdiction and the Elections Department. The Contact Officer shall be that person under the authority of the Elections Department who will have primary responsibility for the coordination of the election for the Jurisdiction and the procedures to be completed by the Elections Department hereunder.

F. "Designated Election Official" (hereinafter "DEO") means the individual who shall be identified by the Jurisdiction to act as the primary liaison between the Jurisdiction and the Contact Officer and who will have primary responsibility for the conduct of election procedures to be handled by the Jurisdiction hereunder. To the extent that the Code requires that an Election Official of the Jurisdiction conduct a task, the DEO shall conduct same.

G. "IGA" or "Agreement" means this Intergovernmental Agreement between the Elections Department and the Jurisdiction for election coordination.

H. "Jurisdiction" means a political subdivision as defined in § 1-7.5-103(6), C.R.S. and referenced in the Code and, in this Agreement, is interpreted to refer to [Coordinating Entity Name].

I. "Logic and Accuracy Test" means a test of all electronic and electromagnetic voting equipment to test mail, provisional and audio ballots, in accordance with § 1-7-509, C.R.S. by processing a pre-audited group of ballots.

J. "Mail Ballot Packet" means the packet of information provided by the CEO to eligible electors in the mail ballot election. The packet includes the ballot, instructions for completing the ballot, and a return envelope. § 1-7.5-103(5), C.R.S.

K. "Risk Limiting Audit" means such audit as set forth substantially in the Colorado Election Code.

L. "Precinct" means an area with established boundaries within a political jurisdiction used to establish election districts.

M. "Proposed Jurisdiction" means a jurisdiction which may be formed pursuant to this election which is not yet identified by a tax authority code in the County Assessor database. When the context of this Agreement so requires, a Proposed Jurisdiction will simply be referred to as a Jurisdiction.

N. "SOS" means the Colorado Secretary of State.

O. "SOS Election Calendar" means the most recent election calendar as published on the SOS website located at www.sos.state.co.us and attached hereto as Attachment C and incorporated herein by this reference.

P. "TABOR" means a ballot issue that is governed by article X, § 20 of the Colorado Constitution.

Q. "UOCAVA voters" means military personnel and overseas civilians who are registered to vote and receive services under the Uniformed and Overseas Citizens Absentee Voting Act of 1986 and the Military and Overseas Voter Empowerment Act of 2009.

1.02 JURISDICTIONAL LIMITATION

The Jurisdiction encompasses territory within Mesa County. This Agreement shall be construed to apply only to that portion of the Jurisdiction within Mesa County.

1.03 GOAL

The purpose of this Agreement is to set forth the tasks to be completed by the Elections Department (CEO) and the Jurisdiction to conduct the election and to provide for the cost thereof.

SECTION II.
COUNTY/JURISDICTION RESPONSIBILITIES

2.01 DESIGNATED OFFICIALS

The Mesa County Clerk and Recorder, by and through the Mesa County Elections Department, shall be designated as the Coordinated Election Official (hereinafter "CEO") and the Jurisdiction will identify its Designated Election Official (hereafter "DEO").

2.02 JOINT RESPONSIBILITIES

Nothing herein shall be deemed or construed to relieve the Elections Department or the Jurisdiction from their official responsibilities for the conduct of the election as generally set forth in the Colorado Election Code.

All parties shall:

- A. Familiarize themselves and adhere to all applicable provisions and timelines of the Colorado Election Code while performing their official responsibilities for the conduct of the election, unless superseded by other legal authority.
- B. Enforce all applicable provisions of § 1-45-101, C.R.S., *et seq.*, the Fair Campaign Practices Act.
- C. Review and execute this IGA with all required signatures on or before the deadline set forth in § 1-7-116(2), C.R.S.
- D. Confirm they have sufficient funds available and appropriated in an approved budget to pay their expenses for this election.

2.03 ELECTIONS DEPARTMENT RESPONSIBILITIES

The Elections Department shall perform the following duties:

- A. Designate a Contact Officer to provide assistance and information to the DEO of the Jurisdiction on matters relating to the conduct of this election. Such information shall not include legal advice.
- B. Maintain voter records and an address library for Mesa County voters within the Colorado SCORE voter registration database. Comply with Colorado Secretary of State and Mesa County cybersecurity recommendations to protect confidential voter information.
- C. Send a certified list of registered voters to the Jurisdiction via secure email transfer or printed copy. The fee for furnishing the list shall be as follows:
 - a. Email List = \$25.00
 - b. List as a Printed Copy = \$25.00 and \$.05 per page

- D. In order to identify which addresses are eligible to receive and vote on the Jurisdiction's ballot question, the Elections Department shall perform the following duties for the Address Library:
- a. Use the Colorado SCORE voter registration database to produce an Address Library Report that indicates residential street ranges included within the boundaries of the Jurisdiction.
 - b. Provide the Jurisdiction with the Address Library Report in an electronic format, along with an Acknowledgement Form that the Jurisdiction should use to confirm the accuracy of the ranges or note any errors, omissions, and/or corrections.
 - c. Verify any errors, omissions, and/or corrections identified by the Jurisdiction against County Assessor data, and where appropriate, modify street ranges to accurately define the eligible electors within the Jurisdiction.
- E. Prepare and deliver a proposed mail ballot plan and election contingency plan to the Secretary of State no later than 90 days prior to the Election.
- F. Receive certified ballot content from the Jurisdiction in electronic format. Layout the text of the official ballot using the certified content without any modifications or formatting changes. Provide an electronic proof of the ballot to the Jurisdiction's DEO via email for written approval prior to final production. Post a sample ballot to vote.mesacounty.us
- G. Determine the number and letter of each ballot issue and question for the Jurisdiction and any other coordinating jurisdictions participating in the election, in accordance with SOS Rule 4.5.2:
- a. If the Jurisdiction is entirely contained within Mesa County, the Elections Department has authority to set the ballot measure order and number.
 - b. If the Jurisdiction includes territory in more than one county, the Elections Department will coordinate with the other applicable counties for purpose of determining the controlling county and agreeing upon ballot measure numbers for shared issues and questions.
- H. Conduct a Logic and Accuracy Test in accordance with § 1-7-509, C.R.S. Invite the Jurisdiction to participate along with the Testing Board to verify the accuracy of electronic vote tabulation equipment. Post a public notice of the Test seven (7) days in advance.
- I. Provide a candidate hotline at (970) 255-5059, which every candidate running for office in the Jurisdiction (if applicable) shall call to provide the phonetic pronunciation of their name as it appears on their Statement of Intent, title of the office, and Jurisdiction for which they are running.
- J. Prepare an accessible audio ballot for the electronic ballot marking devices to be made available to voters upon request at any Voter Service and Polling Center.
- K. Contract with a vendor acceptable to the SOS to print and send Mail Ballot Packets to every active registered voter and transmit ballots electronically to every active registered UOCAVA voter.

- L. Publish and post the required legal notice of election pursuant to § 1-5-205(1), C.R.S., for the Jurisdiction's ballot issues, ballot questions, and/or candidates.
- M. If the Jurisdiction's election includes a TABOR issue, the Elections Department shall perform the following duties relative to the TABOR Notice:
 - a. Prepare the TABOR Notice using the certified content provided by the Jurisdiction, without revision.
 - b. Contract with a printing vendor to produce and mail one copy of the TABOR notice to every household where an active registered voter of the Jurisdiction resides at the least cost possible in the time frame as required by law. If the Jurisdiction is a special district, the TABOR notice also will be mailed to every eligible property owner who is not already a registered voter in Mesa County. The Elections Department may send the TABOR Notice to persons other than electors of the Jurisdiction in an effort to mail the TABOR Notice package at the "least cost."
 - c. Post the TABOR Notice on vote.mesacounty.us.
 - d. Keep a careful and accurate accounting of time, supplies, printing costs and salaries attributable to the Elections Department's TABOR Notice services for the Jurisdiction. The Jurisdiction's proportional share of actual costs shall be based on the County's total expenditures relative to the TABOR Notice.
- N. Hire, instruct and oversee election judges and temporary workers necessary for the conduct of the election.
- O. Establish and maintain mail ballot drop box locations, and designate and operate Voter Service and Polling Centers as required by the Code.
- P. Provide trained personnel to pick up sealed ballot containers containing voted ballots from every drop box location and Voter Service and Polling Center each business day.
- Q. Provide the necessary equipment, the adequately trained personnel, and the secure facility, and conduct and oversee the process to receive, verify voter signatures, open, tabulate and store ballots.
- R. Maintain a record of every eligible voter's registration and every ballot sent, received, voided and cast using the Colorado SCORE voter registration and election management system.
- S. Send letters to voters whose mail ballots are missing a signature, missing identification or have a signature discrepancy, and provide instructions and an affidavit to cure this issue within eight (8) days of Election Day for the ballot to be counted. Conduct the process to receive and verify voter affidavits and where appropriate, cure and count these ballots.
- T. Maintain the following reports for all Mesa County eligible voters, and publish a public version (excluding confidential voters) on vote.mesacounty.us
 - a. A turnout list, including the names of eligible electors, precinct number, date mail ballot was sent, and date ballot was issued at a Voter Service and Polling Center.

- U. Accept public inquiries by phone at (970) 244-1662 and by email at voter.info@mesacounty.us. Respond to all correspondence and calls within the Elections Department's expertise relating to election procedures. Refer members of the public and news media to the DEO for any matters pertaining to the Jurisdiction's race, questions, measures or operations.
- V. Post unofficial election results by ballot question after the polls close on Election Night at www.vote.mesacounty.us, and regularly update the unofficial results as more eligible ballots are counted.
- W. Conduct a recount of the ballots cast if required by law or if requested by the Jurisdiction for any reason. In either scenario, the cost of the recount will be charged to the Jurisdiction. If more than one Jurisdiction is involved in the recount, the cost will be pro-rated among the participating Jurisdictions equally.
- X. Prepare and run the required Risk Limiting Audit in accordance with the Code before certifying election results.
- Y. Appoint a Canvass board and conduct a canvass of the votes in order to certify the results of the Jurisdiction's election. Provide the Jurisdiction with a copy of all election statements and certificates which are to be created under the Code.
- Z. Keep a careful and accurate accounting of time, supplies, printing costs, and salaries attributable to the Elections Department's administration of the election.
- AA. Store all election records as required by the Code for 25 months in such a manner that they may be accessed by the Jurisdiction, if necessary, to resolve any challenges or other legal questions that might arise regarding the election.

2.04 JURISDICTION RESPONSIBILITIES

The Jurisdiction shall perform the following duties:

- A. Identify a Designated Election Official to act as liaison between the Jurisdiction and the Elections Department. The Jurisdiction designates the below named person to act as the DEO for all matters under the Code and the Rules which require action by the DEO.

DEO name:

Amy Phillips

Primary phone:

970-244-1533

Cell phone:

970-759-2711

Email:

amyf@gjcity.org

From the date of execution of this Agreement through the official certification of the final election results including any recounts, the DEO shall be readily available and accessible during regular

business hours, and at other times when notified in advance by the Elections Department's contact person, for the purpose of consultation and decision-making on behalf of the Jurisdiction. In addition, the DEO is responsible for receiving and timely responding to inquiries made by the Jurisdiction's voters or others interested in the Jurisdiction's election. The DEO is responsible for providing the CEO with emergency contact numbers to be reached before and after normal office hours and on Election Day from 7:00 a.m. until the counting of the ballots is completed. To the extent that the Code requires that an Election Official of the Jurisdiction conduct a task, the DEO shall conduct the same.

- B. Notify the Elections Department prior to executing this Agreement if the Jurisdiction's boundaries include property in any other county.
- C. Review the Address Library Report provided by the Elections Department, which determines which residential addresses are within the jurisdiction. View the street ranges in a map format at: <https://emap.mesacounty.us/viewer>. Confirm the street ranges are correct and identify any errors, omissions or deletions if necessary. Provide the Elections Department with certification of any annexations, inclusions, and/or exclusions to the Jurisdiction, including all supporting documents. Return via email a signed copy of the provided Acknowledgement Form to the Elections Department, including any corrections if necessary, by the date set forth in Attachment B.
 - a. If the Jurisdiction is a Proposed Jurisdiction not already identified by a tax authority code in the County Assessor's records, the Jurisdiction shall provide the Elections Department with a certified legal description, map, and a list of street ranges for all streets within the Proposed Jurisdiction on or before eighty (80) days prior to Election Day. If residential addresses are not available, provide a list of the land parcel numbers that are within the boundaries of the Proposed Jurisdiction.
- D. For elections where owning property in the Jurisdiction is a requirement for voting in the election, the Jurisdiction must perform the following tasks relating to the property owners list:
 - a. Coordinate directly with the Mesa County Assessor's Office to order and pay for an initial and a supplemental certified list of all recorded owners of taxable real and personal property within the Jurisdiction's boundaries in Mesa County, in accordance with § 1-5-304, C.R.S., and by the deadlines in Attachment B.
 - b. To receive access to Secretary of State Special District Designated Election Official (DEO) Voter Lookup Request Form, contact Colorado Secretary of State's Office at <https://www.sos.state.co.us/voter/auth/login.xhtml>. Click on request voter lookup access.
 - c. Using the list from the Assessor's Office:
 - i. Remove from the list non-person entities.
 - ii. Look up the remaining names using the Secretary of State DEO Lookup Tool to determine if each person is a registered voter. Remove from the list those individuals who are not registered to vote.

- iii. Remove from the list persons who reside in the Jurisdiction, as they will already receive a mail ballot.
 - iv. Deliver to the Elections Department via email an initial and a supplemental list of property owners who are property owners in the Jurisdiction, registered to vote in the state of Colorado, and not physically residing in the Jurisdiction. Each list should be delivered by the deadline indicated in Attachment B. The list should be a Microsoft Excel spreadsheet and must contain no more than one (1) eligible elector's name per line. Each line must consist of the following separated fields: eligible elector's voter identification number, last name, first name, middle name, mailing address, city, state, zip, parcel number, and phone number, if available.
 - v. The CEO will mail affidavits to each eligible elector residing outside of the district included on the property owner list provided by the DEO. Each eligible elector who resides outside the district, but is registered to vote in the State of Colorado, must complete, sign, and return the affidavit to the Elections Department. Upon receipt and verification of the completed affidavits, the CEO will mail each eligible elector a mail ballot packet. Those electors who reside within the district will not be required to complete the affidavit.
- E. Directly manage the responsibilities defined in § 1-4-901 to 912, C.R.S., for all candidate petitions for all local election races held by the Jurisdiction, including but not limited to: reviewing the petition format, receiving petitions that are filed, verifying voter validity, determining sufficiency, notifying candidates of sufficiency, responding to protest filings, and cures if applicable.
- F. Determine the title and text of the Jurisdiction's ballot races, measures and/or issues using plain, non-technical language, worded with simplicity and clarity, in accordance with § 1-40-105(1), C.R.S. Determine the order of candidates in each race by lot drawing, or if applicable, city/town charter.
- G. Defer to the Elections Department to determine the number and letter of each ballot issue and question, as outlined in Section 2.02. Abstain from communicating or publicizing a ballot issue or question in conjunction with a letter or number before it has been officially determined by the Elections Department.
- H. Submit the Jurisdiction's certified ballot content, verbatim, as it should appear on the ballot for the Jurisdiction's races, questions, and issues to the Elections Department. Submit the ballot content via email to *Stephanie Wenholz* at stephanie.wenholz@mesacounty.us on or before the deadline as set forth within Attachment B. Format the ballot content in a Microsoft Word document in plain text; do not include bold, italic, underline, bullets, tables, strikethrough, or indentation. Titles should indicate whether the question is a referred measure or an initiative from a citizen petition. TABOR issues must be in all caps. All other measures and races must be mixed case. Ballot content submitted to the Elections Department after the deadline will not appear on the ballot. Example provided as attachment D.

- I. Within four (4) hours of receipt from the Elections Department, proofread the layout and the text of the Jurisdiction's portion of the official ballots and provide written notice of acceptance to the Elections Department via email to the Elections Department's *Elections Manager, Stephanie Wenholz* at *stephanie.wenholz@mesacounty.us*, or such alternate email address as the Elections Department may designate.
- J. If the Jurisdiction's election includes a race, contact all candidates on the ballot and ask them to call the Elections Department's candidate hotline at (970) 255-5059 by the deadline indicated in Attachment B and record a voicemail with the phonetic pronunciation of their name, the title of the race, and jurisdiction for which they are running.
- K. If the Jurisdiction's election includes a TABOR issue, the Jurisdiction shall perform the following duties relative to the TABOR Notice:
 - a. Receive petition representative's written summary of comments relating to ballot issues/ballot questions. Receive and compile community members' written summary of pro/con statements relating to ballot issues/ballot questions.
 - b. Prepare a financial summary for each ballot question or issue.
 - c. Prepare a Microsoft Word document using the template provided by the Elections Department for the TABOR Notice with the final and exact text of its certified ballot language, pro/con statements and financial summary for each ballot question or issue governed by TABOR by the deadline in Attachment B.
 - d. Defend and resolve, at the Jurisdiction's sole expense, all challenges related to the candidates, ballot issues and/or ballot questions, or to the TABOR Notice if applicable, as certified to the Elections Department.
- L. Publish and post any required legal notices for the Jurisdiction's candidates, ballot issues and/or ballot questions, other than the notice published by the Elections Department in conformance with § 1-5-205, C.R.S. A copy of such published legal notice shall be submitted to the Elections Department for its records.
- M. Respond to all correspondence and calls for any matters pertaining to the Jurisdiction's race, question, measures, or operations. Refer members of the public and news media to the Elections Department for any matters outside of the DEO's expertise relating to election procedures.
- N. Notify the CEO by the statutory deadline whether a recount is required or desired. The Jurisdiction shall reimburse the Elections Department for the full cost of the recount. If other Jurisdictions are included in the recount, the cost of the recount will be prorated among the participating jurisdictions as per § 1-10.5- 101, C.R.S.
- O. Remit to the Elections Department the total payment for the Jurisdiction's prorated share of costs for the printing and mailing of ballots, TABOR Notice (if required), any additional or unique election costs resulting from Jurisdiction delays and/or special preparations or cancellations, and all other election expenses within sixty (60) days from the date of receipt of an invoice from the Elections Department.

SECTION III.
CANCELLATION OF ELECTIONS

3.01 CANCELLATION OF ELECTION BY THE JURISDICTION

In the event that the Jurisdiction resolves not to hold the election, notice of such resolution shall be provided to the CEO immediately. The Jurisdiction shall be liable for the full actual costs of the activities of the Elections Department relating to the election incurred before receipt of such notice and activities of the Elections Department relating to cancelling the election after the receipt of such notice. The Jurisdiction shall provide and post notice by publication as defined in the Code. In the event that the Jurisdiction resolves not to hold the election after the last day for the DEO to certify the ballot order and content to the CEO (see Attachment B), the text provided by the Jurisdiction cannot be removed from the ballot and/or the Ballot Issue notice (TABOR Notice).

SECTION IV.
MISCELLANEOUS

4.01 NOTICES

Any and all notices required to be given by this Agreement are deemed to have been received and to be effective: (1) three days after they have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; or (3) immediately upon receipt of confirmation that an email or fax was received; to the address of a Party as set forth below or to such Party or addresses as may hereafter be designated in writing:

To County: Stephanie Wenholz
 Elections Manager
 Mesa County Elections Department
 200 S Spruce Street
 Grand Junction, CO 81502
 Phone: (970) 244-1661 Cell: (970) 216-1434
 Fax: (970) 255-5039
 Email: Stephanie.Wenholz@mesacounty.us

To Jurisdiction: Amy Phillips, City Clerk
 City of Grand Junction
 250 North 5th St.
 Grand Junction, CO 81501
 amyp@gjcity.org

4.02 TERM OF AGREEMENT

The term of this Agreement shall commence on the Effective Date and continue until all statutory requirements concerning the conduct of the election and the creation, printing, and distribution of the TABOR Notice, if needed, are fulfilled.

4.03 ALLOCATION OF COSTS OF ELECTION

The Jurisdiction shall reimburse the Elections Department for all cost incurred for the 2022 General Election. Such reimbursement shall be made within 30 days of receipt of billing from the Elections Department.

4.04 AMENDMENT

This Agreement may be amended only in writing, and following the same formality as the execution of the initial Agreement.

4.05 INTEGRATION.

The Parties acknowledge that this Agreement constitutes the sole and entire agreement between them relating to the subject matter hereof and that no Party is relying upon any oral representation or other written document made by another Party, employee, agent, or officer of that Party.

4.06 CONFLICT OF LAW

In the event that any provision in this Agreement conflicts with the Code or other statute, this Agreement shall be modified to conform to such law, and the non-conflicting portions shall be enforced as written to the extent possible.

4.07 TIME OF ESSENCE

Time is of the essence for this Agreement. The time requirements of the Code shall apply to completion of the tasks required by this Agreement. Failure to comply with the terms of this Agreement and/or the deadlines in Attachment B or the Code may result in consequences up to and including termination of this Agreement.

4.08 GOOD FAITH

The parties shall implement this Agreement in good faith, including acting in good faith in all matters that require joint or general action.

4.09 NO WAIVER OF GOVERNMENTAL IMMUNITY ACT

The Parties understand and agree that the County, its commissioners, officials, officers, directors, agents, and employees, are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities, protections, or defenses provided by the Colorado Governmental Immunity Act (the "CGIA"), §§ 24-10-101 to 120, C.R.S., or otherwise available to the County or the Jurisdiction. To the extent the CGIA imposes varying obligations or contains different waivers for cities and counties, both the Jurisdiction and the County agree that they will remain liable for their independent obligations under the CGIA, and neither party shall be the agent of the other or liable for the obligations of the other.

4.10 NO THIRD PARTY BENEFICIARIES

The enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement shall be strictly reserved to the Elections Department and the Jurisdiction, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person under such Agreement.

4.11 GOVERNING LAW: JURISDICTION AND VENUE

Unless otherwise agreed in writing, this Agreement and the interpretation thereof shall be governed by the laws of the State of Colorado. Venue for any and all legal actions arising under this IGA shall lie in the District Court in and for the County of Mesa, State of Colorado.

4.12 SEVERABILITY

Should any provision of this Agreement be determined by a court of competent jurisdiction to be unconstitutional or otherwise null and void, it is the intent of the parties hereto that the remaining provisions of this Agreement shall be of full force and effect to the extent possible.

4.13 ATTACHMENTS.

The following attachments are incorporated herein by this reference.

Attachment A - 2022 Cost Estimate

Attachment B - Key Dates for Coordinating Jurisdictions (subject to updates)

Attachment C – State Elections Calendar

Attachment D – Certified Format Information Page

END OF PAGE

NOTICES

All notices, request, demands, consents, and other communication pertaining to this agreement shall be transmitted in writing and shall be deemed duly made when received by the parties at their addresses below or any subsequent addresses provided to the other party in writing:

Notice to the Jurisdiction:

City of Grand Junction

250 North 5th St

Grand Junction, CO 81501

Notice to the:

Brandi Bantz, Designated Election Official

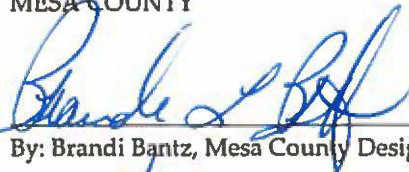
Mesa County Elections

200 S Spruce St.

Grand Junction, CO 81501

In witness whereof, the Jurisdiction and the have caused this Agreement to be executed in duplicate originals on the day and year first set forth above.

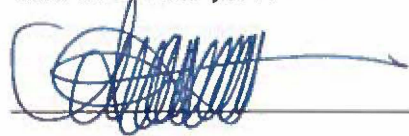
MESA COUNTY



By: Brandi Bantz, Mesa County Designated Election Official

Date: 8/24/2022

CITY OF GRAND JUNCTION



Anna Stout, President of the Council, City of Grand Junction

Date: 8-24-2022

Attachment "A"

2020 GENERAL ELECTION

Participating Entities	Total Voters Served	% of Total Voters	Participating Entities	% of Total Cost
			Election Cost	\$ 272,548.55
State	102,219		State Reimbursement	\$ 81,775.20
			District Minimum \$2000.00	\$ 2,000.00
			Adjusted Election Cost	\$ 188,773.35
Mesa County	102,219	69.24%		\$ 130,700.45
City of Grand Junction	45,418	30.76%		\$ 58,072.90
		0.00%		\$ -
		0.00%		\$ -
		0.00%		\$ -
Horizon Drive BID	0	0.00%		\$2,000.00
		0.00%		

Attachment
"B"

Expected Timeline:

Date	Action	Statute/ Rule
7/29/2022	Last day for political subdivision to notify clerk in writing that it has taken formal action to participate in the election	1-7-116(5) 1-1-106(5)
8/1/2022	Intergovernmental Agreement provided to political subdivisions	
8/5/2022	Address library sent to political subdivisions for review	
8/30/2022	Last day for the county clerk and coordinating political subdivision to sign intergovernmental agreements for the Coordinated Election	1-7-116(2)
9/9/2022	Last day for designated official from each political subdivision that intends to conduct an election to certify the ballot content and to deliver to the Clerk.	1-5-203(3)(a)
9/13/2022 - 9/14/2022	Ballot proofing (jurisdiction contact must be available)	
9/23/2022	Last day to file pro/con comments pertaining to local ballot issues with the designated election official in order to be included in the ballot issue notice	1-7-901(4)
9/24/2022	Deadline to send out ballots to UOCAVA voters	1-8.3-110(1)
9/26/2022	Last day for the designated election official to deliver ballot issue notices to the County Clerk	1-7-904
TBA	Scheduled day for Logic and Accuracy testing (must be completed by 10/18/2022)	
10/7/2022	Last day to mail notice of election for ballot issues	Art. X Sect. 20(3)(b) 1-1-106(5)
10/17/2022	First day ballots are mailed to voters	1-7.5-107(3)(a)(I)
10/24/2022	First day elections may begin counting ballots	1-7.5-107.5
10/24/2022	Minimum number of Voter Service Polling Centers open	1-7.5-107 (4.5)(a)(III), (c) Rule 7.9.1
11/8/2022	Election Day	Art. X Sect. 20(3)(a) 1-1-104(6.5) 1-7-101
11/10/2022	Last day to send missing signature, signature verification, and missing ID letters (Cure Letters)	1-7.5-107(3.5)(d) 1-8.3-111 1-8.3-113(1),(2)
11/16/2022	Last day for ballots cast by UOCAVA voters to be received	1-8.3-105(5)
11/16/2022	Last day to cure missing signature or signature discrepancy	1-7.5-107 (3.5)(d) 1-7.5-107.3(2)(a) 1-8.5-105(3)(a) Rule 7.6.1 and 7.7.5
11/18/2022	County must finish tabulating	1-1-106(4) Rule 25.2.2(d)
TBA	Canvass (subject to change, but must be completed by 11/30/2022)	1-10-102(1) 1-10-103(1)

2022 Election Calendar

January, 2022		
3-January (Monday)	Last day to affiliate with a major or minor party in order to run as a party candidate in the primary (either through nomination or petition) (No later than first business day in January)	1-4-601(4)(a) 1-4-801(3) 1-4-1304(2)(b) 1-4-802(1)(g)(II)
	Last day for county clerk to generate a list of electors within the county who submitted more than one ballot for the election. (Not later than 60 days after a state election)	1-2-305(1) 1-1-106(4)
	Last day to register as unaffiliated, in order to be placed in nomination (by petition) as an unaffiliated candidate. (No later than first business day in January)	1-4-802(1)(g)(II)
12-January (Wednesday)	General Assembly convenes, estimated. (Second Wednesday in January, unless different date decided by joint resolution)	Article V, Section 7 2-2-303.5(1)
14-January (Friday)	Last day to submit a petition to qualify as a minor political party. (Must be signed by at least 10,000 registered electors and submitted to the Secretary of State) (No later than the close of business on the second Friday in January)	1-4-1302(1)
18-January (Tuesday)	First day to circulate major party candidate petitions. (Not before third Tuesday in January)	1-4-801(5)
31-January (Monday)	Last day to change precinct boundaries or create new precincts before the March Party Precinct Caucuses . (No later than 29 days before the first Tuesday in March)	1-5-103(1)
February, 2022		
4-February (Friday)	Last day for the Secretary of State to issue a notice of sufficiency/insufficiency of a petition to qualify as a minor political party. (21 days after receipt of the petition)	1-4-1302(4)(b)
7-February (Monday)	Last day for state central committees to file or amend party bylaws or rules with the Secretary of State. (No bylaw or rule may be filed or amended after the first Monday in February)	1-3-103(9)(a)
	First day to circulate minor party candidate petitions. (First Monday in February)	1-4-802(1)(d)(II)
7-February (Monday) to 11-February (Friday)	Last day to affiliate with the Republican Party or Democratic Party in order to vote in the March Party Precinct Caucuses . (22 days before the precinct caucuses, contingent on precinct caucus date)	1-3-101(1)
	Last day to update your voter registration address to participate in the March Party Precinct Caucuses . (Must be a resident of the precinct for 22 days <u>and</u> registered to vote no later than 22 days before the precinct caucus, contingent on precinct caucus date)	1-3-101(1)
8-February (Tuesday) to 12-February (Saturday)	Last day for county clerks to furnish the Republican and Democratic Parties with a list of registered electors in the county who are affiliated with the Party. (No later than 21 days before the March Party Precinct Caucuses, contingent on precinct caucus date)	1-3-101(3)(a)
17-February (Thursday) to 22-February (Tuesday)	Last day to post signs for the March Party Precinct Caucuses. (No later than 12 days before the precinct caucuses, contingent on precinct caucus date)	1-4-602(4) 1-1-106(4)
28-February (Monday)	Last day for county clerk to designate drop-off, drop box, and Voter Service and Polling Center locations for the June 28th Primary Election . Before designation, clerks must also complete an accessibility survey for all locations. (No later than 120 days before the Primary Election)	Rule 7.9

2022 Election Calendar

March, 2022

1-March (Tuesday)	Deadline for county clerk and recorder to send the county's precinct files or maps to the Secretary of State. (No later than March 1)	Rule 2.20
	First Day Republican Party and Democratic Party Can Hold Precinct Caucuses (In each even-numbered year, political parties hold their precinct caucus on a date no earlier than the first Tuesday in March and no later than the first Saturday after the first Tuesday in March)	1-3-102(1)(a)(I)
3-March (Thursday)	First day that county must begin accepting comments from the public regarding the designation of VSPCs for the 2022 General Election . (250 days before a general election)	1-5-102.9(1)(c)(II)
5-March (Saturday)	Last Day Republican Party and Democratic Party Can Hold Precinct Caucuses (In each even-numbered year, political parties hold their precinct caucus on a date no earlier than the first Tuesday in March and no later than the first Saturday after the first Tuesday in March)	1-3-102(1)(a)(I)
10-March (Thursday)	Last day for county clerk to submit an election plan to the Secretary of State for the June 28th Primary Election . (No later than 110 days before the Primary Election)	1-7.5-105(1.3) Rule 7.1.1
15-March (Tuesday)	Last day to file major party candidate petitions. (No later than the close of business on the third Tuesday in March)	1-4-801(5)(a)
	Last day for county who previously failed to meet 45-day ballot transmission deadline to submit plan to Secretary of State for complying with the deadline for the June 28th Primary Election . (No later than 60 days before the 45 day transmission deadline)	Rule 16.1.8
18-March (Friday)	Last day for the Secretary of State to prepare an election notice for the June 28th Primary Election to be used in conjunction with a federal write-in absentee ballot. (At least 100 days before a regularly scheduled election)	1-8.3-116(1) 1-1-106(5)
22-March (Tuesday) through 26-March (Saturday)	Last day to hold Republican Party and Democratic Party county assemblies . Contingent upon date of precinct caucus. (No later than 21 days after precinct caucuses)	1-4-602(1)(a)(I)
*	County candidates' designations and acceptances must be filed no later than 4 days after the adjournment of the county assembly. If faxed, the original must also be filed and postmarked no later than 10 days after the adjournment of the assembly.	1-4-601(3)(a) 1-4-604(3)
30-March (Wednesday)	Last day for the county clerk to submit a watcher accommodation plan to the Secretary of State. (No later than 90 days before an election)	Rule 8.7
April, 2022		
4-April (Monday)	Last day to file minor party candidate petitions. (No later than the close of business 85 days before primary election)	1-4-802(1)(f)(II)
8-April (Friday)	Last day to submit a draft to the Secretary of State of a 2022 proposed initiative to be heard by the Title Board if the initiative is to be voted on in November. (By 3:00pm, 12 days before the last Title Board Hearing)	1-40-106(1)
14-April (Thursday)	Last day for any minor party to notify Secretary of State that it is prohibiting unaffiliated electors from voting in its primary. (Not less than 75 days prior to the Primary Election)	1-4-1304(1.5)(c)
16-April (Saturday)	Last day to hold major/minor party assemblies. (No later than 73 days before the Primary Election)	1-4-601(1) 1-4-1304(1.5)(b)(I)

2022 Election Calendar

*	For major parties, designation and acceptance forms must be filed no later than 4 days after adjournment of the party assembly. If faxed, the originals must also be filed and postmarked no later than 10 days after the adjournment of the assembly.	1-4-601(3)(a) 1-4-604(6)(a)
*	For minor parties, designation forms must be filed no later than 4 days after the assembly. Acceptance forms must be postmarked or received by the DEO no later than 4 business days after the filing of the certificate of designation. If faxed, the originals must also be filed and postmarked no later than 10 days after the adjournment of the assembly.	1-4-1304(3), (4)
*	Objections to nominations, designations, or petitions must be filed with the district court within 5 days after the election official's sufficiency statement was issued or after the certificate of designation was filed with the designated election official.	1-4-909(1)
20-April (Wednesday)	Last Title Board Hearing for measures that will appear on the 2022 General Election ballot. (No later than third Wednesday in April)	1-40-106(1)
	Last day for the state central committee of each political party to file with the Secretary of State a compilation of the certificates of designation of each assembly that nominated candidates for any national or state office or for member of the general assembly, district attorney, or district office greater than a county office. (4 days after assembly; 10 days after adjournment originals must be postmarked to Secretary of State, April 26)	1-4-604(6)(a)
21-April (Thursday)	Last day for party assembly vacancy committee to fill a vacancy in party designation which occurs after party assembly. (No later than 68 days before the Primary Election)	1-4-1002(2)
22-April (Friday)	Last day a write-in candidate may file an Affidavit of Intent for the June 28th Primary Election . (By the close of business on the 67th day before the Primary Election)	1-4-1102(1)
26-April (Tuesday)	Last day for a major party county chairperson to certify names and addresses of recommended election judges to the county clerk. (No later than the last Tuesday of April)	1-6-103(1)(a)
26-April (Tuesday)	Designated election official must confirm appointments by mailing a certification of appointment and acceptance form to election judges. Each person appointed as an election judge must file an acceptance form with the designated election official within 7 days after the certification and acceptance form are mailed.	1-6-104(1) 1-6-106(1) 1-6-106(3)
29-April (Friday)	Last day for the Secretary of State to deliver the Primary Election ballot order and content to county clerks. (No later than 60 days before the Primary Election)	1-5-203(1)(a)
	The designated election official may cancel the June 28th Primary Election if there are no contested races. (By the close of business on the 60th day before the Primary Election)	1-4-104.5(1)
	Last day for counties to begin video surveillance recordings of areas specified in Rule 20.9.3 for the June 28th Primary Election (Beginning at least 60 days before the election and continuing through at least 30 days after the election)	Rule 20.9.2
	Last day for designated election officials to submit security and contingency plans to the Secretary of State for the June 28th Primary Election . (No later than 60 days before the first election in which the procedures will be used. Secretary of State will notify DEO of approval/disapproval of plan no later than 15 days after receiving the submission)	1-5-616(5)(b) Rule 20.1
	Last day an unaffiliated voter may give notice in writing to the county clerk that he or she wishes to serve as an election judge for the June 28th Primary Election . (No later than 60 days before primary election)	1-6-103.7
	Last day a county chairperson of a minor political party may certify to the county clerk and recorder an initial list of registered electors recommended to serve as election judges for the June 28th Primary Election . (No later than 60 days before primary election)	1-6-103.5
	First day that a county clerk or designated election official may hold election judge training for the June 28th Primary Election . (Not more than 60 days before the Primary Election)	1-6-101(5)

2022 Election Calendar

May, 2022		
2-May (Monday)	Last day that county must accept comments from the public regarding the designation of VSPCs for the 2022 General Election . (Through the 190th day before a general election)	1-5-102.9(1)(c)(II)
9-May (Monday)	First day for judicial candidates to file a declaration of intent to run for another term. (Not more than 6 months, but not less than 3 months before the General Election)	Art. VI, Sect. 25 1-1-106(4)
12-May (Thursday)	The General Assembly must adjourn no later than this date, <i>if estimated convene date is January 12, 2022</i> . (Regular sessions must not exceed 120 calendar days)	Article V, Section 7
	Last day for the Tribal Council of an Indian Tribe located on a Federal Reservation to request that a VSPC be located within the boundaries of the reservation for the 2022 General Election . (No later than 180 days before the date of a general election)	1-5-102.9(1)(b.7)
14-May (Saturday)	Deadline for county clerk to transmit a primary election ballot to military and overseas voters for the June 28th Primary Election . (No later than 45 days before the Primary Election)	1-8.3-110(1) Rule 16
	The county clerk must report to the Secretary of State the number of ballots transmitted to military and overseas electors by the 45-day deadline. (No later than 45 days before the election)	Rule 16.1.7
	First day a county clerk may begin issuing a mail ballot to any eligible elector who requests one in person at the the county clerk's office. (No sooner than 45 days before election)	1-7.5-107(2.7)
19-May (Thursday)	First day an unaffiliated candidate may circulate or obtain signatures on a petition for nomination for the General Election. (No earlier than 173 days before the General Election)	1-4-802(1)(d)(I)
24-May (Tuesday)	Last day for the county clerk to provide a list of election judges, including political party affiliations and assignments, if known, to each appointing party. (No later than 35 days before an election)	Rule 6.1.4
	Last day for counties to submit zero result files (data entry counties) or a document listing all ballot content (manual entry counties) to the Secretary of State for Election Night Reporting (ENR) for the June 28th Primary Election (No later than 35 days before the election)	Rule 11.9.2
27-May (Friday)	Ballots for the June 28th Primary Election must be printed and in possession of the county clerk. (No later than 32 days before the Primary Election)	1-5-402(1)
	County clerk must begin issuing mail ballots for the June 28th Primary Election to any eligible elector who requests one in person at the county clerk's office. (No later than 32 days before election)	1-7.5-107(2.7)
	Last day for Secretary of State to publish on the Audit Center the risk limits that apply in RLAs for the June 28th Primary Election . (No later than 32 days before election)	Rule 25.2.2(a)
	Last day that the county clerk must post to the county clerk and recorder's website the proposed locations for VSPCs and Drop-boxes for public comment for the 2022 General Election . (On or before the 55th day before the deadline to submit an election plan for the 2022 General Election)	1-7.5-105(1)(b)
June, 2022		
6-June (Monday)	First day that mail ballots for the June 28th Primary Election may be mailed to voters, except for UOCAVA voters. (Not sooner than 22 days before the Primary Election, now applies to unaffiliated voters)	1-7.5-107(3)(a)(I) Rule 7.2.3
	Last day for voters who are affiliated with a political party to change or withdraw their affiliation if they wish to vote in a different party's primary election. (Up to the 22nd day before the Primary Election or day after if 22nd day is a state or federal holiday)	1-2-219(1)
	Last day before Primary that County clerk must record in SCORE the ballot preference of an unaffiliated elector. Unaffiliated electors who select a preference by this date must be sent their preferred ballot when ballots are mailed. (Up to the 22nd day before the Primary Election or day after if 22nd day is a state or federal holiday)	Rule 2.18
	Last day to submit an application to register to vote in the June 28th Primary Election through a voter registration drive. (No later than 22 days before the election)	1-2-201(3)(b)(I)

2022 Election Calendar

6-June (Monday)	Last day for county clerks to run SCORE reports for the June 28th Primary Election that include voter or election details during regular business hours and from 7 a.m. to 7 p.m. on Election Day. (Starting 22 days before election)	Rule 2.15.4
7-June (Tuesday)	Last day for the county clerk to conduct the public Logic and Accuracy Test for the June 28th Primary Election. (No later than the 21st day before election day)	Rule 11.3.2(a)
	Last day for a data entry county to upload the LAT results file to ENR for the June 28th Primary Election. (No later than 21 days before an election)	Rule 11.9.3
8-June (Wednesday)	Last day to post polling location signs for the June 28th Primary Election . (At least 20 days before the election)	1-5-106(1)
	Last day for the county clerk to publish notice of the June 28th Primary Election . (No later than 20 days before the election)	1-5-205(1)(a)-(d)
10-June (Friday)	Last day to send out initial mail ballots for the June 28th Primary Election . (No later than 18 days before the Primary Election)	1-7.5-107(3)(a)(I) Rule 7.2.3
11-June (Saturday)	Last day to receive public comments for VSPC and Drop-box locations for 2022 General Election . (On or before 40 days prior to submitting election plan for 2022 General Election.)	1-7.5-105(1)(b)
13-June (Monday)	Last day for major political parties to appoint members to the county canvass board for the June 28th Primary Election . (At least 15 days before the Primary Election)	1-10-101(1)(a)
	First day to begin counting mail ballots received for the June 28th Primary Election . No results may be disclosed until after 7:00 p.m. on election day. (No earlier than 15 days before the election)	1-7.5-107.5
	Last day for designated election official to appoint audit board to conduct RLA for the June 28th Primary Election . (No later than 15 days before election day)	Rule 25.2.2(c)
17-June (Friday)	Deadline for county clerk to post a copy of the published notice of the June 28th Primary Election in a conspicuous place in the offices of the designated election official or the county clerk. (At least 10 days before the election and until 2 days after the election)	1-5-205(1.3) 1-1-106(5)
	Last day for the county clerk to file the voting system inventory with the Secretary of State for the June 28th Primary Election . (No later than 10 days before an election)	Rule 11.2.3 1-1-106(5)
20-June to 28-June	The minimum number of required voter service and polling centers must be open for the June 28th Primary Election . (Beginning at least 8 days before and on election day, except Sundays)	1-7.5-107(4.5)(c) Rule 7.8.1
21-June (Tuesday)	Last day for an individual to submit a voter registration application and still receive a ballot in the mail for the June 28th Primary Election . (Through the 8th day before an election; Juneteenth holiday observed June 20th)	1-2-201(3)(b)(III)
	Last day for the county clerk to submit election setup records for the June 28th Primary Election to the Secretary of State by regular mail to Colorado Secretary of State, Attn: Voting Systems, 1700 Broadway, Ste. 200, Denver, CO 80290. (No later than 5:00 PM on the 7th day before election day)	1-7-510(2) Rule 11.4
	First day the minimum number of required Drop Boxes must be open for the June 28th Primary Election . (Beginning at least 7 days before an election, including Saturdays and Sundays)	1-7.5-107(4.3)(b)
22-June (Wednesday)	If the county clerk receives a voter registration application within the 7 days before the June 28th Primary Election , the clerk must process the application and inform the applicant that they will not receive a mail ballot. To receive a ballot, the applicant must visit a Voter Service and Polling Center. (7 days due to Juneteenth Holiday)	1-2-201(4) 1-2-217.7(3.5) 1-2-508(3) 1-1-106(4)
28-June (Tuesday)	Primary Election (Polls open 7:00 a.m. to 7:00 p.m.)	1-4-101(1) 1-7-101(1) Rule 7.8.1(c)
	All ballots must be received by the county clerk by 7:00 p.m.	1-7.5-107(4)(b)(II)

2022 Election Calendar

30-June (Thursday)	Deadline for the county clerk to send missing signature, signature verification, and missing ID letters and emails. (Within 3 days after receipt of ballot missing ID/confirmation of signature deficiency, but no later than 2 days after the June 28th Primary Election day)	1-7.5-107(3.5)(d) 1-7.5-107.3(2)(a) 1-8.5-105(3)(a) Rules 7.5.1, 7.6.1
July, 2022		
1-July (Friday)	The Secretary of State must notify county clerks and the minor political party if any minor political party ceases to qualify as such a party. (No later than July 1)	1-4-1305(2)
	Deadline for the Secretary of State to give public notice of the meeting to establish the random seed for the RLA Tool. (At least seven calendar days before the meeting to be held on the thirteenth day after the June 28th Primary Election)	Rule 25.2.2(i) 1-1-106(5)
	Deadline for the Secretary of State to select target contest(s) to be audited in the risk-limiting audit for the June 28th Primary Election . (No later than 5:00 p.m. MT on the Friday after election day)	Rule 25.2.2(j)
1-July to 15-July	Date range to send notification of the time and place of party lot drawing. The drawing determines ballot positions of candidates to appear on the 2022 General Election ballot. (Between July 1 and July 15 of each election year)	1-5-404(2)
6-July (Wednesday)	Last day for ballots cast by military and overseas electors to be received by the county clerk in order to be counted in the June 28th Primary Election . (No later than the 8th day after election day)	1-8.3-111 1-8.3-113 Rule 16.1.5
6-July (Wednesday)	Last day for an elector to cure a signature discrepancy or missing signature, or to provide missing ID for mail or provisional ballot to be counted in the June 28th Primary Election . (By 11:59 p.m. MT 8 days after election day)	1-7.5-107(3.5)(d) 1-7.5-107.3(2)(a) 1-8.5-105(3)(a) Rule 7.6.1 Rule 7.6.5
7-July (Thursday)	Last day for the county clerk to complete verification and counting of provisional ballots for the June 28th Primary Election . (Within 9 days after the Primary Election)	1-8.5-105(5)
8-July (Friday)	County must finish tabulating all in-person and accepted mail ballots cast by voters registered in the county for the June 28th Primary Election . Immediately after completing this tabulation, the county must also generate a summary results report, a results file export suitable for uploading to the Secretary of State's ENR system, and a CVR export. (Complete by 10th day after election day)	Rule 25.2.2 (e)
	Deadline for county conducting a comparison audit to upload: -verified and hashed ballot manifest, and the manifest' hash value to the Secretary of State's office -verified and hashed CVR export, and the CVR export's hash value to the Secretary of State's office -RLA tabulation results export to the Secretary of State's election night reporting system. (No later than 5:00 PM MT on the 10th day after the June 28th Primary Election)	Rule 25.2.2(g)
	Deadline for county conducting a ballot polling audit to upload: -verified and hashed ballot manifest and the ballot manifest hashed value by email to the Secretary of State's Office -cumulative tabulation report, by email to the Secretary of State's Office -RLA tabulation results export to the Secretary of State's election night reporting system. (No later than 5:00 PM MT on the 10th day after the June 28th Primary Election)	Rule 25.2.2 (h)
11-July (Monday)	Deadline for Secretary of State to establish a random seed for use with the RLA Tool. (On the 13th day after the June 28th Primary Election)	Rule 25.2.2(i)
	Deadline to notify the counties of the ballots selected to be audited. (No later than 11:59 p.m. MT on the 13th day after the June 28th Primary Election)	Rule 25.2.2(l)
	Last day for county clerk to designate drop-off, drop box, and Voter Service and Polling Center locations for the 2022 General Election . Clerks must also complete an accessibility survey for all locations annually before designation. (No later than 120 days before the election)	Rule 7.9
14-July (Thursday)	Last day to file an unaffiliated candidate nomination petition. (No later than 3:00 p.m. on the 117th day before the 2022 General Election)	1-4-802(1)(f)(l)
19-July (Tuesday)	Deadline for County audit board to sign, date, and submit to the Secretary of State a report of the results of the risk limiting audit for the June 28th Primary Election . (No later than 5:00 p.m. MT on business day before the canvass deadline)	Rule 25.2.3(d)
20-July (Wednesday)	Last day to complete the canvass and submit official abstract of votes cast for the June 28th Primary Election to the Secretary of State. (No later than the 22nd day after the election)	1-10-102(1) 1-10-103(1)
21-July (Thursday)	Last day for the county clerk to submit an election plan for the 2022 General Election to the Secretary of State. (No later than 110 days before every election)	1-7.5-105(1) Rule 7.1.1

2022 Election Calendar

21-July (Thursday)	Last day for a write-in candidate to file an Affidavit of Intent for the 2022 General Election . (By the close of business on the 110th day before the General Election)	1-4-1102(1)
	Deadline to upload the final canvass results for the June 28th Primary Election to the ENR system. (By COB on the first business day after the statutory deadline for completing the canvass)	Rule 11.9.6
25-July (Monday)	Last day for the Secretary of State to compile the returns and order appropriate recounts of the June 28th Primary Election . (No later than the 27th day after the Primary Election)	1-10-103(2)
26-July (Tuesday)	Last day for county who previously failed to meet 45-day ballot transmission deadline to submit plan to Secretary of State for complying with the deadline for the 2022 General Election . (No later than 60 days before the 45 day transmission deadline)	Rule 16.1.8
	Last day for interested parties to request a recount of the June 28th Primary Election at their own expense. (Within 28 days after the Primary Election)	1-10.5-106(2)
29-July (Friday)	Last day for county that conducted a comparison risk-limiting audit for the June 28th Primary Election to review its CVR file and redact CVRs corresponding to any ballot card susceptible of being personally identified with an individual voter if no recount was required or requested. (no later than the third business day following the deadline to request a recount)	Rule 25.2.4
29-July (Friday)	Last day for the Secretary of State to prepare an election notice for the 2022 General Election to be used in conjunction with a federal write-in absentee ballot. (At least 100 days before a regularly scheduled election)	1-8.3-116(1) 1-1-106(5)
	Last day for a political subdivision to notify the county clerk in writing that it has taken formal action to participate in the 2022 General Election . (100 days before the General Election)	1-7-116(5) 1-1-106(5)
	Last day for a local government who wants to conduct a ranked voting election to give the county clerk notice. (No later than 100 days before the election, if the governing body has taken formal action)	Rule 26.3 1-1-106(5)
August, 2022		
2-August (Tuesday)	Last day to complete a statutory recount of any race in the June 28th Primary Election . (No later than the 35th day after the election)	1-10.5-102(2) 1-10.5-103
4-August (Thursday)	Last day for the designated election official to provide a notice of sufficiency/insufficiency regarding unaffiliated candidate nomination petitions for the 2022 General Election . (No later than 96 days before the General Election)	1-4-908(3)
	Last day to complete a recount of the June 28th Primary Election requested by an interested party. (No later than the 37th day after the Primary Election)	1-10.5-106(2)
8-August (Monday)	Last day to file an initiative petition with the Secretary of State for the 2022 General Election , no later than 3:00 p.m. (At least 3 months before the election)	Art V, Sect. 1(2)
	Last day for judicial candidates to file a Declaration of Intent to run for another term. (Not less than 3 months before the 2022 General Election)	Art. VI, Sect. 25
9-August (Tuesday)	Last day for county that conducted a comparison risk-limiting audit for the June 28th Primary Election to review its CVR file and redact CVRs corresponding to any ballot card susceptible of being personally identified with an individual voter if recount was required or requested. (no later than the third business day following the deadline to complete recount)	Rule 25.2.4
10-August (Wednesday)	Last day for the county clerk to submit a watcher accommodation plan for the 2022 General Election to the Secretary of State. (No later than 90 days before an election)	Rule 8.7
	Last day for county clerk who failed to follow the procedures for a risk limiting audit during the June 28th Primary Election to submit a written remediation plan to the Secretary of State. (No later than 90 days before the 2022 General Election)	Rule 25.2.5
25-August (Thursday)	Last day for a political party nominating candidates by party assembly/convention to make nominations public. (No later than 75th day before the General Election)	1-4-702(2)
30-August (Tuesday)	Last day for intergovernmental agreements to be signed by county clerks and political subdivisions. (No later than 70 days before the General Election)	1-7-116(2)
September, 2022		
2-September (Friday)	Last day to submit to the designated election official the designation and acceptance of person filling a vacancy in a major party nomination occurring after the primary election. (No later than the 64th day before the 2022 General Election)	1-4-1005(3)(c)(I) 1-1-106(5)
7-September (Wednesday)	Last day for the Secretary of State to issue statements of sufficiency or insufficiency for initiative petitions filed on August 8th. (No more than 30 calendar days after the petition is filed)	1-40-116(2)

2022 Election Calendar

9-September (Friday)	Last day for the designated election official of each political subdivision to certify the ballot order and content for the 2022 General Election . Each DEO must also deliver the certification to the county clerk for the 2022 General Election . (No later than 60 days before the election)	1-5-203(3)(a)
9-September (Friday)	Last day for designated election officials to submit security and contingency plans to the Secretary of State, if not previously submitted. (No later than 60 days before the first election in which the procedures will be used. The Secretary of State will notify DEO of approval/disapproval of plan no later than 15 days after receiving the submission)	1-5-616(5)(b) Rule 20.1
	Last day for counties to begin video surveillance recordings of areas specified in Rule 20.9.3 for the 2022 General Election . (Beginning at least 60 days before the election and continuing through at least 30 days after the election)	Rule 20.9.2
	First day the county clerk or designated election official may hold election judge training for the 2022 General Election . (Not more than 60 days before the election)	1-6-101(5)
	Last day a county chairperson of a minor political part may certify to the county clerk and recorder an initial list of registered electors recommended to serve as election judges for the 2022 General Election . (No later than 60 days before the election)	1-6-103.5
	Last day for designated representatives of initiative petition to withdraw the petition from consideration by filing withdrawal letter with Secretary of State. (No later than 60 days before petition is to be voted upon)	1-40-134
	Last day an unaffiliated voter may give notice in writing to the county clerk that he or she wishes to serve as an election judge for the 2022 General Election . (No later than 60 days before the election)	1-6-103.7
12-September (Monday)	Last day for the Secretary of State to deliver the certification of ballot order and content to each county for the 2022 General Election . (No later than 57 days before the General Election)	1-5-203(1)(a)
23-September (Friday)	Last day to file written comments concerning local ballot issues with the designated election official in order to be included in the ballot issue notice. (By noon the Friday before the 45th day before the election)	Art. X, Sect. 20(3)(b)(v) 1-7-901(4)
	Last day for a petition's representatives to submit a summary of favorable comments for the ballot issue notice. Comments must be submitted to the designated election official. (No later than 44 days before the election)	1-7-903(3) 1-1-106(5)
24-September (Saturday)	Last day to transmit ballots and ballot materials to overseas military voters for the 2022 General Election . (No later than 45 days before the election)	1-8.3-110(1) Rule 16
	Deadline for clerk to report to the Secretary of State the number of ballots transmitted to military and overseas electors for the 2022 General Election by the 45-day deadline.	Rule 16.1.7
	First day a county clerk may begin issuing a mail ballot for the 2022 General Election to any eligible elector who requests one in person at the county clerk's office. (No sooner than 45 days before election)	1-7.5-107(2.7)
26-September (Monday)	Last day for the designated election official to deliver the full text of any required ballot issue notices to the county clerk. (No later than 43 days before the 2022 General Election)	1-7-904
October, 2022		
4-October (Tuesday)	Last day for counties to submit zero result files (data entry counties) or a document listing all ballot content (manual entry counties) to the Secretary of State for Election Night Reporting (ENR) for the 2022 General Election (No later than 35 days before the election)	Rule 11.9.2
	Last day for the county clerk to provide a list of election judges, including political party affiliations and assignments, if known, to each appointing party for the 2022 General Election . (No later than 35 days before an election)	Rule 6.1.4
7-October (Friday)	Last day for official ballots for the 2022 General Election to be printed and in the possession of the county clerk. (No later than 32 days before the General Election)	1-5-403(1)
	County clerk must begin issuing mail ballots for the 2022 General Election to any eligible elector who requests one in person at the county clerk's office. (No later than 32 days before election)	1-7.5-107(2.7)
	Last day to mail notice of a ballot issue election at least cost. (At least 30 days before a ballot issue election)	Art. X, Sect. 20(3)(b) §§1-7-907, 1-1-106(5), C.R.S. 1-1-106(5)

2022 Election Calendar

7-October (Friday)	Last day for Secretary of State to publish on the Audit Center the risk limits that apply in RLAs for the 2022 General Election . (Not later than 32 days before election) Last day for the Legislative Council staff to print and distribute the ballot information booklet for statewide measures to active registered voters. (At least 30 days before the election)	Rule 25.2.2(a) Art. V, Sect. 1(7.5)(b) 1-1-106(5)
17-October (Monday)	First day that mail ballots for the 2022 General Election may be mailed to voters, except for UOCAVA voters. (Not sooner than 22 days before the election or the previous business day if the 22 day before the election falls on a state or federal holiday)	1-7.5-107(3)(a)(I) Rule 7.2.3
17-October (Monday)	Last day to submit an application to register to vote in the 2022 General Election through a voter registration drive. (No later than 22 days before the election or the following business day if the deadline falls on a state or federal holiday.) Last day for county clerks to run SCORE reports for the 2022 General Election that include voter or election details during regular business hours and from 7 a.m. to 7 p.m. on Election Day. (Starting 22 days before election)	1-2-201(3)(b)(I) Rule 2.15.4
18-October (Tuesday)	Last day for the county clerk to conduct the public Logic and Accuracy Test. (No later than the 21st day before election day) A data entry county must upload LAT results file to ENR. (No later than 21 days before the election)	Rule 11.3.2(a) Rule 11.9.3
19-October (Wednesday)	Last day to post polling location signs for the 2022 General Election . (At least 20 days before the election) Last day to publish statutory notice of election (No later than 20 days before election) Counties may begin practice conducting the risk limiting audit. (20 days before the election)	1-5-106(1) 1-5-205(1)(a-d) Rule 25.2.2(b)
21-October (Friday)	Deadline for the county clerk to send mail ballot packets to each active eligible elector for the 2022 General Election . (No later than 18 days before the Election)	1-7.5-107(3)(a)(I)
24-October (Monday)	Last day for major political parties to appoint members to the county canvass board for the 2022 General Election . (At least 15 days before the election) Last day for the designated election official to appoint an audit board to conduct the risk-limiting audit. (No later than 15 days before election day) First day that drop-off location located on federal reservation at the request of the Tribal Council must be open to accept mail ballots for the 2022 General Election. (15 days before the general election through election day) Counting of mail ballots may begin. No results may be disclosed until after 7:00pm on Election Day. (Beginning 15 days prior to the election)	1-10-101 Rule 25.2.2(c) 1-5-102.9(5)(e) 1-7.5-107.5
24-October to 8-November	The minimum number of required voter service and polling centers must be open for the 2022 General Election . (Beginning at least 15 days before and continuing through election day, except Sundays and the first Saturday of this period) First day county Drop Boxes must be open to accept mail ballots for the 2022 General Election . (15 days preceding the date of the general election and continuing to election day)	1-5-102.9(2) Rule 7.8.1 1-5-102.9(5)(c)
28-October (Friday)	Last day for county clerks to post copy of published notice of election in conspicuous place in their offices (No later than 10 days before election) Last day for the county clerk to file the voting system inventory with the Secretary of State for the 2022 General Election . (No later than 10 days before an election)	1-5-205(1.3) 1-1-106(5) Rule 11.2.3 1-1-106(5)
31-October (Monday)	Last day to submit an application to register to vote through the mail, a voter registration agency, a local driver's license examination facility, or online to receive a mail ballot for the 2022 General Election. (Through the 8th day prior to the election)	1-2-201(3)(b)(III) 1-2-201(4) 1-2-508(3)(a)(I)
November, 2022		
1-November (Tuesday)	If the county clerk receives a voter registration application within the 8 days before the 2022 General Election , the clerk must process the application and inform the applicant that they will not receive a mail ballot. To receive a ballot, the applicant must visit a Voter Service and Polling Center. Last day for the county clerk to submit election setup records for the 2022 General Election to the Secretary of State by regular mail to Colorado Secretary of State, Attn: Voting Systems, 1700 Broadway, Ste. 200, Denver, CO 80290. (No later than 5:00 PM on the 7th day before election day)	1-2-201(4) 1-2-217.7(3.5) 1-2-508(3) 1-7-510(2) Rule 11.4
8-November (Tuesday)	General Election (Polls open 7:00am to 7:00pm)	1-1-104(17) 1-4-201 Rule 7.8.1(b)

2022 Election Calendar

8-November (Tuesday)	All ballots must be in the hands of the county clerk by 7:00pm on election day in order to be counted. Ballots cast by military and overseas voters must be sent no later than 7:00pm on election day and received by the close of business on the 8th day after the election.	1-7.5-107(4)(b)(II) 1-8.3-111 1-8.3-113 (1), (2)
10-November (Thursday)	Deadline for the county clerk to send missing signature, signature verification, and missing ID letters and emails. (Within 3 days after receipt of ballot missing ID/confirmation of signature deficiency, but no later than 2 days after the 2022 General Election day)	1-7.5-107(3.5)(d) 1-7.5-107.3(2)(a) 1-8.5-105(3)(a) Rules 7.5.1, 7.6.1
10-November (Thursday)	Deadline for the Secretary of State to select target contest(s) to be audited in the risk-limiting audit. (No later than 5:00 PM MT on the Friday after election day)	Rule 25.2.2 (j) 1-1-106(5)
14-November (Monday)	Deadline for the Secretary of State to give public notice of the meeting to establish the random seed for the RLA Tool. (At least seven calendar days before the meeting to be held on the thirteenth day after the 2022 General Election)	Rule 25.2.2(i)
16-November (Wednesday)	Last day for an elector to cure a signature discrepancy or missing signature, or to provide missing ID for mail or provisional ballot to be counted in the 2022 General Election . (By 11:59 p.m. MT 8 days after election day)	1-7.5-107(3.5)(d) 1-7.5-107.3(2)(a) 1-8.5-105(3)(a) Rule 7.5 Rule 7.6.5
	Last day for ballots cast by military and overseas electors to be received by the county clerk in order to be counted in the 2022 General Election . (No later than the 8th day after election day)	1-8.3-111 1-8.3-113 Rule 16.1.5
18-November (Friday)	Last day for the county clerk to complete verification and counting of provisional ballots for the 2022 General Election . (Within 9 days after the election)	1-8.5-105(5)
	County must finish tabulating all in-person and accepted mail ballots cast by voters registered in the county for the November 8 General Election . Immediately after completing this tabulation, the county must also generate a summary results report, a results file export suitable for uploading to the Secretary of State's ENR system, and a CVR export. (Complete by 10th day after election day)	Rule 25.2.2 (e)
	Deadline for county conducting a comparison audit to upload: -verified and hashed ballot manifest, and the manifest' hash value to the Secretary of State's office -verified and hashed CVR export, and the CVR export's hash value to the Secretary of State's office -RLA tabulation results export to the Secretary of State's election night reporting system. (No later than 5:00 PM MT on the 10th day after the General Election)	Rule 25.2.2(g)
	Deadline for county conducting a ballot polling audit to upload: -verified and hashed ballot manifest and the ballot manifest hashed value by email to the Secretary of State's Office -cumulative tabulation report, by email to the Secretary of State's Office -RLA tabulation results export to the Secretary of State's election night reporting system. (No later than 5:00 PM MT on the 10th day after the General Election)	Rule 25.2.2 (h)
21-November (Monday)	Deadline for Secretary of State to establish a random seed for use with the RLA Tool. (On the 13th day after the November 8 General Election)	Rule 25.2.2(i)
	Deadline to notify the counties of the ballots selected to be audited. (No later than 11:59 p.m. MT on the 13th day after the November 8 General Election)	Rule 25.2.2(l)
29-November (Tuesday)	Deadline for County audit board to sign, date, and submit to the Secretary of State a report of the results of the risk limiting audit for the 2022 General Election . (No later than 5:00 p.m. MT on business day before the canvass deadline)	Rule 25.2.3(d)
30-November (Wednesday)	Last day to complete the canvass and submit official abstract of votes cast for the 2022 General Election to the Secretary of State. (No later than the 22nd day after the election)	1-10-102(1) 1-10-103 (1)

2022 Election Calendar

	December, 2022	
1-December (Thursday)	Last day for political subdivision that referred a ballot issue or question that failed for the 2022 General Election , to waive an automatic recount of that issue or question by giving written notice to clerk and recorder. (Within 23 days after election)	1-10.5-103
1-December (Thursday)	Deadline to upload the final canvass results for the 2022 General Election to the ENR system. (By COB on the first business day after the statutory deadline for completing the canvass)	Rule 11.9.6
1-December (Thursday)	Last day for the Department of Higher Education to provide enrollment data for the 2022 Fall Semester to the Secretary of State. (On or before December 1st of each general election year)	1-5-102.9 (1)(b.5)(I)(B)(V)
5-December (Monday)	Last day for the Secretary of State to compile the returns and order appropriate recounts of the 2022 General Election . (No later than the 27th day after the election)	1-10-103(2)
6-December (Tuesday)	Last day for interested parties to request a recount of the 2022 General Election at their own expense. (Within 28 days after the election)	1-10.5-106(2)
8-December (Thursday)	Last day for a county over 50,000 to report its wait times at each of its voter service and polling centers in accordance with the Secretary of State's written wait time policy document. (No later than 30 days after the election)	Rule 7.8.9
	First day the county clerk may stop video surveillance of designated areas for the 2022 General Election. (Through at least 30 days after the election, unless there is a recount)	Rule 20.9.2
9-December (Friday)	Last day for county that conducted a comparison risk-limiting audit for the 2022 General Election to review its CVR file and redact CVRs corresponding to any ballot card susceptible of being personally identified with an individual voter if no recount was required or requested. (no later than the third business day following the deadline to request a recount)	Rule 25.2.4
13-December (Tuesday)	Last day to complete a statutory recount of any race in the 2022 General Election . (No later than the 35th day after the election)	1-10.5-102(2) 1-10.5-103
15-December (Thursday)	Last day to complete a recount of the 2022 General Election requested by an interested party. (No later than the 37th day after the election)	1-10.5-106(2)
20-December (Tuesday)	Last day for county that conducted a comparison risk-limiting audit for the 2022 General Election to review its CVR file and redact CVRs corresponding to any ballot card susceptible of being personally identified with an individual voter if recount was required or requested. (no later than the third business day following the deadline to complete recount)	Rule 25.2.4
NOTE	Following the election, the county clerk must report to the Secretary of State in writing the number of ballot return envelopes with discrepant signatures that the clerk forwarded to the district attorney for investigation.	Rule 7.7.13
Note on Computation of Time		
NOTE	If the last day for any act to be done or the last day of any period is a Saturday, Sunday, or legal holiday <u>and</u> completion of the act involves a filing <u>or</u> other action during business hours, the period is extended to include the next day which is not a Saturday, Sunday, or legal holiday.	1-1-106(4)
	If a statute or rule requires doing an act in "not less than" or "no later than" or "at least" a certain number of days or "prior to" a certain number of days or a certain number of months before the date of an election, the period is shortened to and ends on the <u>prior business day</u> that is not a Saturday, Sunday, or legal holiday.	1-1-106(5)

Certification Format Information Page

Please provide the Ballot certification by:

- Electronic copy. The electronic version must be provided using Microsoft word. No PDF versions will be accepted.

The electronic copy must be emailed to Stephanie.Wenholz@mesacounty.us. Electronic copy must be received at the main Clerk & Recorder's Office location at 200 S Spruce St., Grand Junction, CO 81501 as soon as possible but no later than 5:00 p.m. on September 3, 2021.

Important: Per Rule 4.5.2(e)(4) – Ballot questions and issues are numbered or lettered in the order in which the measures are certified to the ballot by the DEO. Submissions are considered certified once one of the two required submissions, either electronic or printed hard copy, have been received by the CEO.

Electronic version: These requirements apply to the ballot content, as well as the Ballot Issue notice information. Email using Microsoft word is acceptable.

SPACING: All text must have single line spacing.

TEXT: For Ballot Issues, all ballot issue text must be typed in CAPITAL LETTERS.

Pro/Con statements must appear in upper and lower case.

Ballot questions must be typed in upper lower case.

TABLES/COLUMNS: Do not use columns or tables setting up files as these are difficult to reformat. Use TABS to put information in rows and/or columns.

Audio Recording: If the ballot certification includes candidates, the DEO shall have each candidate call the candidate hotline at (970) 255-5059 to leave an audio recording of the correct pronunciation of each candidate's name in the voice mail box.

This page is provided for your reference. It may be removed prior to returning the signed IGA to the Clerk and Recorder's office.